

APPENDIX B07

TIMBER PRODUCER QUALITY CONTROL PLAN CHECKLIST

Instructions for filling out Checklist:

1. The standardized section at the beginning of the checklist was designed to record general LIMS production facility information. Some of this information may not be applicable to all production facilities.

Company: _____ Vendor #: _____
Mailing Address: _____ ID #: _____
City: _____ State: _____ Zip Code: _____
Physical Address (if different than above): _____
City: _____ State: _____ Zip Code: _____
Terminal or Plant: _____ Permanent or Portable: _____
X / Y Coordinate: _____ / _____ County: _____
Contact Person: _____ Phone #: _____
E-Mail Address: _____ Fax #: _____
QCP Received: _____ QCP Dated: _____ Date Reviewed: _____
Evaluated by: _____ Accepted, Y / N: _____
Decimal Latitude / Decimal Longitude Coordinates
(examples: 27.43251, 101.25698
32.54321, -100.54321)
_____/_____

QCP Items	Y/N	QCP Pg.
I. Personnel		
A. Qualifications		
1) Does the QCP contain QC Personnels' qualifications/ experience?		
B. Level of Responsibility		
1) Does the QCP outline the responsibilities of QC and other key personnel?		
2) Has the primary contact person's name been noted?		
II. Raw Materials		
A. Source		
1) Does QCP assure timber is of the appropriate species?		
2) Has appropriate grading process been described?		
3) Has the verification method of the certification to be in compliance with the Specifications been described?		
B. Disposition of Failing Materials		
1) Are there any described methods for controlling non-conforming materials, including procedures for the identification, isolation and		
III. Storage Facilities for Raw Materials		
A. Are the storage methods/ locations described?		
IV. Plant Requirements		
A. Plant Identification		
1) Does the QCP contain all required plant identification?		
B. Process Control System		
1) Is the type of treating process noted?		
2) Is the method for determining retention described?		
C. Loading and Shipping Control		
1) Are the proper loading and shipping methods described?		

D. Types of Products Generated		
1) Is the list of products for FDOT use included & attached?		
V. Other Requirements		
A. Examples of the copy of the notarized certification statement and shipping		
B. Does certification state compliance to all appropriate specs (including		
C. Is the stamp or hammer mark example included & attached?		
D. Are all certified items noted on producer's certification?		
VII. Final Manufactured Product – Plant Operations		
A. Storage		
1) Are the storage methods/ location for finished product described?		
B. Disposition of Failing Materials		
1) Is the method for rejecting unstamped product described?		

Appendix Last Updated: March 4, 2013